



Wrangler

Job Code: 0189

Originated: 07/02

Salary Grade: 0705

FLSA: Non-Exempt

Revised: 08/06

EEO Code: 27

Supervisory: No

HR Ordinance Status: Classified

CLASS SUMMARY

Performs work related to cleaning and caring for the Police Department's horses and facility.

DISTINGUISHING CHARACTERISTICS

This is a stand-alone job classification and is not supervisory.

ESSENTIAL FUNCTIONS

Performs duties and responsibilities commensurate with assigned functional area within a department(s) which may include, but are not limited to, any combination of the following tasks:

- Bathes and grooms horses for show; cleans and sweeps stalls; washes and sweeps the barn; cleans trailers; moves and carries sacks of feed, hay bales and other items twice a day unassisted; feeds and waters horses.
- Operates various field equipment to perform duties.
- Observes and assesses the condition of the animals and applies medications as directed.
- Removes and fastens tack and other riding gear.
- Assists in training and exercising horses by walking and riding them as needed.
- Operates motor vehicle and horse trailer to pick up supplies or deliver horses.
- Communicates in person with facility visitors. Answers incoming calls and responds to requests from Police Officers; maintains detailed log of care.
- Performs other duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge, Skills and Abilities

Knowledge of:

Horse-training techniques, grooming techniques and equine care.

Microsoft Windows Office products.

Ability to:

Identify and explain equine health problems.

Work unassisted and with limited supervision.

Listen, communicate and work effectively with a diverse group of people.

Establish and maintain effective working relationships with City staff and the general public.

Complete required OSHA/Safety Training as required.

Education and Experience:

A high school diploma or GED equivalent and equine knowledge with regard to the horse anatomical structure, diseases and other elements. Hands-on knowledge of horse-training techniques, grooming techniques and equine care.

Licensing and Other Requirements:

Must possess and maintain a valid Arizona driver's license with no major driving citations within the past 39 months.

Other pertinent licenses and/or certifications may be required of some positions depending on department/section assignment.

SUPERVISION RECEIVED AND EXERCISED

- Works under general direction of the Police Sergeant in the Police Department and within standard operating procedures.

WORK ENVIRONMENT/PHYSICAL DEMANDS

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job or that an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Most work is performed in a barn or similar environment.
- Operates various field equipment, including a wheelbarrow, rake and broom. requiring continuous and repetitive visual and muscular dexterity, coordination and movement.
- Removes and fastens tack and other riding gear by manipulating various buckles, straps and fasteners, requiring visual and muscular dexterity, coordination and movement.
- Requires bending and stooping repeatedly to pick up, move and wash horses.
- Lift and move supplies weighing from 30 to 100 pounds unassisted.
- Perform routine maintenance and cleaning of horse stalls and trailers.
- Seldom sedentary and includes walking or moving for extended periods of time. Work sometimes involves climbing elevations.
- Exercise horses.
- Visually observe horses to assess needs.
- Access paved, gravel, turf and uneven surfaces.
- Operate small and medium hand-held equipment such as brooms, shovels, wheelbarrows and hoses.
- Clean and care for tools and equipment; perform minor repairs on equipment.
- Exposure to dirt, dust, pollen, water, mud, inclement weather, temperature extremes, horses and unpleasant odors.

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- Visual and muscular dexterity to operate equipment and computer.
- Operate motor vehicle and trailer to travel to/from various City locations for supplies and delivery of horses.
- Work weekends, holidays and various hours as needed.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.